

Statement of Deficiencies

1507-B: Daily Attendance Records - Staff and Owners

Not Met

1507-B: A daily attendance record for all staff members and owners shall be maintained that shall:

1. include the first and last name of the staff member or owner and arrival and departure times;
2. accurately reflect the staff members and owners on the center premises at any given time; and
3. be used to document staff members and owners who leave and return to the center during the day

Finding:

1507-B Based on record review/interview on 06/18/2018, S1 failed to have a daily attendance record for all staff members and owners present on the center premises. S1 stated that staff does not sign in and she uses a payroll sheet to document attendance. S1 also stated that she left the center at 9:15 AM and returned on 10:35 AM and S6 left the center at 10:00 AM and returned at 10:45 AM and neither staff signed in or out upon departure or arrival. S1 printed a daily attendance log for staff and all staff on the premises signed in prior to specialist departure.

1509-A.8. a-b: Behavior Management Policy

Not Met

1509-A.8. a-b: Behavior Management Policy

Each center shall develop and implement a written behavior management policy describing the methods of behavior guidance and management that shall be used at the center.

The behavior management policy shall prohibit children from being subject to any of the following:

- i. physical or corporal punishment which includes but is not limited to yelling, slapping, spanking, yanking, shaking, pinching, exposure to extreme temperatures or other measures producing physical pain, putting anything in the mouth of a child, requiring a child to exercise, or placing a child in an uncomfortable position.
- ii. verbal abuse, which includes but is not limited to using offensive or profane language, telling a child to "shut up", or making derogatory remarks about children or family members of children in the presence of children;
- iii. the threat of a prohibited action even if there is no intent to follow through with the threat;
- iv. being disciplined by another child;
- v. being bullied by another child;
- vi. being deprived of food or beverages;
- vii. being restrained by devices such as high chairs or feeding tables for disciplinary purposes; and
- viii. having active play time withheld for disciplinary purposes, except timeout may be used during active play time for an infraction incurred during the playtime.

Finding:

1509-A.8. a-b Based on record review on 06/18/2018 the center's behavior management policy failed to include the following actions which are prohibited: physical or corporal punishment which includes but is not limited to yelling, slapping, spanking, yanking, shaking, pinching, exposure to extreme temperatures or other measures producing physical pain, putting anything in the mouth of a child, requiring a child to exercise, or placing a child in an uncomfortable position, verbal abuse, which includes but is not limited to using offensive or profane language, telling a child to "shut up", the threat of a prohibited action even if there is no intent to follow through with the threat, being bullied by another child, being restrained by devices such as high chairs or feeding tables for disciplinary purposes, and having active play time withheld for disciplinary purposes, except timeout may be used during active play time for an infraction incurred during the playtime.

1509-A.8.c: Behavior Management Policy - Time Out

Not Met

1509-A.8.c: Time Out

Time out shall not be used for children under age 2.

A time out shall take place within sight of staff.

The length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

Finding:

1509-A.8.c Based on record review on 06/18/2018, the center's behavior management policy for time out failed to include that the length of each time out shall be based on the age of the child and shall not exceed 1 minute per year of age. For children over age six, a time out may be extended beyond 1 minute per year of age, if a signed and dated statement, including a maximum time limit, from the parent granting such permission, is on file at the center.

1511-A.3: Receiving and Releasing Children procedure

Not Met

1511-A.3: An early learning center shall establish in writing and implement procedures for: Receiving and releasing a child from the center.

Statement of Deficiencies

Finding:

1511-A.3 Based on record review 06/18/2018, S1 failed to have in writing the procedures for receiving and releasing a child from the center.

1711-A-B-F-G: Child to Staff Ratio

Not Met

1711-A-B-F-G:

- A. Child to staff ratios are established to ensure the safety of all children.
- B. Minimum child to staff ratios shall be met at all times.
 - 1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
 - 2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- F. Minimum Child to Staff Ratios for Type I centers:

Ages of Children	Ratio			
Infants under 1 year	6:1			
1 year		8:1	2 years	12:1
3 years	14:1			
4 years	16:1			
5 years	20:1			
6 years and up		25:1		

G. Mixed Age Groups - Minimum Child to Staff Ratios

- 1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5.
- 2. Child to staff ratios for children under age two are excluded from averaging.
- 3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
- 4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

Finding:

1711-A-B-F-G Based on observations on 06/18/2018, specialist observed S5 supervising 12 children ages 1-2 years old alone. S4 could only supervise 8 children alone and needed 1 additional staff inside the classroom. Specialist also could not determine if there was a minimum of two staff members present at the center when more than one child was present due to center staff failing to sign in. S1 stated that center staff does not sign in or out. Ratio was not corrected prior to specialist departure.

1713-A.-C.: Supervision

Not Met

- 1713-A.-C.: A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.
- B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G of this Section or when being provided services by therapeutic professionals, as defined in 103), outdoors, or in vehicles, even momentarily, without staff present.
- C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

Finding:

1713-A.-C. Based on observations on 06/18/2018, specialist observed 10 children ages 4 years of age to 9 years of age on the playground without a staff present at 10:08 AM. Specialist informed S2 that children should not be on the playground alone at 10:11 AM and S2 had the children come inside the building until S7 arrived at 10:15 AM and took the children back onto the playground.

Specialist also observed C1, C2, and C3, ages 8 months old to 10 months old, in their cribs in the infant room with the door closed shut without a staff present. S2 stated that she was the teacher for this room but they were short handed today and S3 began supervising the infants immediately.

Specialist also observed C4, C5, C6, ages 6 years of age to 8 years of age, sitting in the hallway alone near the back entrance door to the playground playing on a tablet. Specialist informed S2 that children could not be in the hallway without a staff present and she stated that she was responsible for supervising the front area of the center and the hallway however S2 was in the kitchen and could not see the children from that area. S2 sent the children on the playground to be supervised by S7.

Statement of Deficiencies

1811-A.-B.: Requests for CCCBC-Based Determinations of Eligibility

Not Met

1811-A.-B.: A. An early learning center or an entity identified in §1809 shall request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for each required person:

1. prior to the person being present or performing services at the center when children are present; and
2. not less than once during a five-year period.

B. An early learning center or an entity identified in §1809 shall not be required to request and obtain from the department a new CCCBC-based determination of eligibility for child care purposes for a required person, and instead shall be able to request and obtain from the department the person's CCCBC-based determination of eligibility provided to another in-state child care provider or entity identified in §1809, if:

1. a child care provider within the state or an entity requested and obtained a CCCBC-based determination of eligibility for child care purposes from the department for the person within the past five years, while the person was seeking employment or employed by a in-state child care provider or seeking to provide or providing services at an early learning center in Louisiana for an entity;
2. the department provided to the initial requesting child care provider or entity a CCCBC-based determination indicating the person was eligible for child care purposes; and
3. the person is still employed by a child care provider within the state, or is still providing services in an early learning center within the state for an entity, or has been separated from a child care provider within the state or an entity for less than 180 consecutive days.

Finding:

1811-A.-B. Based on record review/interview on 06/18/2018, S1 failed to request and obtain from the department a new CCCBC-based determination of eligibility for S5 prior to her being present or performing services at the center when children are present as evidenced by specialist observed S5 supervising twelve children ages 1 years of age to 2 years of age alone. S1 stated that today is S5's first day working on the center's premises. Specialist advised S1 that S5 would have to leave the premises. S5 departed the center at 10:45 AM and S6 began supervising S5's classroom.

1907-E.2: Cribs Free of Toys and Other Soft or Loose Bedding

Not Met

1907-E.2: Cribs shall be free of toys and other soft or loose bedding, including comforters, blankets, sheets, bumper pads, pillows, stuffed animals and wedges when the child is in the crib.

Finding:

1907-E.2 Based on observations on 06/18/2018, provider failed to keep cribs free of soft or loose bedding as evidenced by specialist observed a light blue blanket in C1's crib. Specialist informed S3 that the blanket could not be in the crib and she removed immediately.

1911-E: Daily Reports for Infants

Not Met

1911-E: Written reports that include the liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns shall be given to the parents of infants on a daily basis. Reports shall be kept current throughout the day.

Finding:

1911-E Based on record review on 06/18/2018, provider failed to maintain a daily report for infants for C1, C2, and C3 ages 8 months of age to 10 months of age that shall include their liquid intake, food intake, disposition, bowel movements and eating and sleeping patterns to be given to the parents of infants on a daily basis and shall be kept current throughout the day. S3 corrected prior to specialist departure.

1919-A&B: Food Service and Nutrition - Menu

Not Met

1919-A&B: All meals and snacks provided by the center, and their preparation, service and storage, shall meet the requirements for meals of the U.S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP) and 7 C.F.R. 226.20 and the Louisiana Sanitary Code, Title 51, Part XXIII, found at LAC 51:XXXIII. For the current CACFP meal patterns, contact the Louisiana Department of Education, Division of Nutrition Support.

The weekly menu shall:

1. be planned for each day of the week and list the specific food items served;
2. be prominently posted by the first day of each week and remain posted throughout the week; and
3. have substitutions or additions posted on or near the menu.

Finding:

1919-A&B: Based on record review/observations on 06/18/2018, S1 failed to maintain a weekly menu that shall be planned for each day of the week and list the specific food items served; be prominently posted by the first day of each week and remain posted throughout the week; and have substitutions or additions posted on or near the menu as evidenced by the center's weekly menu dated 06/18/18-06/22/18 was posted but did not include the meals planned for 06/19/18 -06/22/18 and list specific food items to be served. Specialist also observed the children eating lunch which consisted of Chicken nuggets, Tater Tots, Green Beans, Sliced Bread and Milk however the menu posted for today was Chicken Nuggets, Tater Tots, Fruit Cocktail, Sliced Bread and Milk and the substitution was not posted on or near the menu. S1 corrected prior to specialist departure.

Statement of Deficiencies

1921-A: Emergency Preparedness and Evacuation Planning

Not Met

1921-A: The director shall consult with appropriate state and local authorities and shall establish and follow a written multi-hazard emergency and evacuation plan to protect children in the event of emergencies that at a minimum shall:

1. address any potential disaster related to the area in which the center is located;
2. include procedures for sheltering in place, lockdown and evacuation to a pre-determined site for potential threats to the safety, health and well-being of children in care;
3. include specific procedures for handling infants through two year olds;
4. include specific procedures for handling children with special needs, including the evacuation and transportation of children in wheelchairs;
5. include a system to account for all children;
6. include a system, and a back-up system, for contacting parents and authorized third party release caretakers;
7. include a system to reunite children and parents following an emergency;
8. include procedures for providing information about the emergency plan to parents at the time of enrollment and when changes occur;
9. be reviewed annually for accuracy and updated as changes occur; and
10. be reviewed with all staff at least once per year.
11. practice drills shall be conducted at least twice per year to include all children and shall be documented.

Finding:

1921-A Based on record review on 06/18/2018, the center's emergency evacuation plan failed to include specific procedures for handling infants through two years old.